ELK TOWNSHIP COMMITTEE MEETING MINUTES December 2, 2021

The Regular Meeting of the Elk Township Committee was held on the above date in the Municipal Building. The meeting was called to order by Mayor Sammons at 7:06PM.

The Open Public Meeting Notice was read. The Salute to the Flag and the Lord's Prayer were recited in unison.

Present were: Mr. Hollywood, Mrs. Nicholson, Mr. Poisker, Mayor Sammons, Mr. Considine, CFO, Mrs. Pine, Township Clerk, Mr. Duffield, Solicitor, Mr. Bitgood, Engineer, and Lt. Hitzelberger. Mr. Rambo was absent.

APPROVAL OF MINUTES of November 16, 2021 Work Session

Motion by Mrs. Nicholson seconded by Mr. Poisker to approve the minutes of the November 16, 2021 Work Session, motion carried with Mayor Sammons abstaining.

COMMITTEE REPORTS

Mrs. Nicholson stated there are 2 members needed to fill vacant positions on the Environmental Commission.

FIRE DEPARTMENT REPORT

There were no reports read at this time.

ENGINEER'S REPORT

Mr. Bitgood submitted his status report. Ewan Rd. Phase 1 is substantially complete, punch list work needs to be completed. Core samples need to be taken also.

The contracts for Phase 2 have been signed. There is a 10AM preconstruction meeting on Tuesday, December 7th. He hopes to have the work done before the holiday.

A new requirement has been added to the Municipal Land Use Law, which requires all municipalities to develop a detailed vulnerability plan to ensure sustainability in the event of a climate change related disaster.

Mr. Poisker stated this sounds like a plan that emergency management would help to develop.

Mrs. Nicholson asked how the culvert/inlet is working? It was noted that we have not had a major rain event since completion, however the area was checked on the latest rain event and the drainage was working as expected.

POLICE CHIEF REPORT

Lt. Hitzelberger, gave the police department report from the month of November 2021.

The department received 1497 calls for service, made 12 arrests, issued 205 motor vehicle summons, responded to 19 motor vehicle crashes with 2 injuries and received 11 new firearms applications. The Department of Motor Vehicles held an on site inspection. They conducted 56 inspections, 50 summons were issued and 1 arrest was made.

No Shave November netted \$3,573.00 that will be donated to a resident of Elk battling multiple myeloma, a type of blood cancer.

Ptlm. Franklin handled a murder case in 2017. On November 19th, Lawrence Bohrer was found guilty of the murder of Michael Fazzio. Ptlm. Franklin's professionalism during the testimony aided in the conviction.

PUBLIC PORTION on Agenda Items only.

Motion by Mr. Poisker to open the meeting to the public, seconded by Mr. Hollywood, all were in favor, motion carried.

Mayor Sammons asked if anyone had any questions on agenda items to speak at this time.

No one came forward.

Motion by Mrs. Nicholson to close the public portion, seconded by Mr. Poisker, all were in favor, motion carried.

ORDINANCES:

ORDINANCE O - 17 - 2021

ORDINANCE TO AMEND THE "CODE OF THE TOWNSHIP OF ELK" CHAPTER 34, FIXING AND ESTABLISHING SALARIES AND COMPENSATION OF OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF ELK, IN THE COUNTY OF GLOUCESTER, STATE OF NEW JERSEY PUBLIC HEARING

Motion by Mr. Hollywood, seconded by Mr. Poisker to open the public portion, all were in favor, motion carried.

Mayor Sammons invited the public to speak if they have any questions concerning the Ordinance. No one came forward.

Motion by Mr. Poisker, seconded by Mrs. Nicholson to close the public portion, all were in favor, motion carried.

Motion by Mr. Poisker, seconded by Mr. Hollywood to adopt Ordinance O-17-2021, upon roll call motion carried.

Roll Call:

Mr. Hollywood Yes
Mrs. Nicholson Yes
Mr. Poisker Yes
Mayor Sammons Yes

ORDINANCE O - 18 - 2021

ORDINANCE AMENDING CHAPTER 64 ENTITLED "FIRE PREVENTION" OF THE CODE OF THE TOWNSHIP OF ELK

TITLE ONLY

Motion by Mr. Hollywood to approve Ordinance O-18-2021, seconded by Mrs. Nicholson, upon roll call motion carried.

Roll Call:

Mr. Hollywood Yes
Mrs. Nicholson Yes
Mr. Poisker Yes
Mayor Sammons Yes

RESOLUTIONS:

RESOLUTION R-117-2021

RESOLUTION TO REFUND MONEY TO ERLENE DABNEY TOTAL DISABLED VETERAN

Motion by Mr. Hollywood, seconded by Mr. Poisker to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:

Mr. Hollywood Yes
Mrs. Nicholson Yes
Mr. Poisker Yes
Mayor Sammons Yes

RESOLUTION R-118-2021

RESOLUTION AUTHORIZING 2021 BUDGET TRANSFERS

Motion by Mr. Hollywood, seconded by Mr. Poisker to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:

Mr. Hollywood Yes Mrs. Nicholson Yes Mr. Poisker Yes Mayor Sammons

Yes

R-119-2021

RESOLUTION AUTHORIZING THE TOWNSHIP OF ELK TO PARTICIPATE IN THE STATE GRANT PROGRAM FOR BODY WORN CAMERAS THROUGH THE STATE OF NEW JERESY DEPARTMENT OF LAW AND PUBLIC SAFETY

Motion by Mr. Hollywood, seconded by Mr. Poisker to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:

Mr. Hollywood Yes
Mrs. Nicholson Yes
Mr. Poisker Yes
Mayor Sammons Yes

GLOUCESTER COUNTY REPRESENTATIVE – Leona Mather was present to assist with any questions for the county. Ms. Mather said the Senior Holiday party will be 4 different events with a limit of 250 people per event. There a few tickets left for the December 15th date.

Mrs. Nicholson asked for information for the website.

Flu and COVID vaccinations are still being offered at the County Complex in Clayton.

Ms. Mather announced this will be her final meeting as a county representative. She will be retiring after 40 years with the County of Gloucester, on December 31st.

Committee thanked Ms. Mather and wished her the best in retirement.

PURSUANT TO RESOLUTION R-26-2021 THERE IS A TIME LIMIT OF 3 MINUTES PER PERSON DURING THE PUBLIC PORTION

PUBLIC PORTION:

Motion by Mr. Hollywood to open the meeting to the public, seconded by Mrs. Nicholson, all were in favor, motion carried.

Mayor Sammons asked if anyone had any questions or comments or an issue they would like to bring to the township committees attention to speak at this time.

Jeanne White, 520 Christian St., thanked Mr. Poisker for his years of service to the Township. He will be sadly missed.

Motion by Mrs. Nicholson to close the public portion, seconded by Mr. Poisker, all were in favor, motion carried.

PAY BILLS:

Motion by Mr. Hollywood to Pay the Bills, seconded by Mr. Poisker, upon roll call motion was carried.

Roll Call:

Mr. Hollywood Yes
Mrs. Nicholson Yes
Mr. Poisker Yes
Mayor Sammons Yes

ADJOURNMENT:

Motion by Mr. Hollywood to adjourn, seconded by Mr. Poisker, all were in favor, the meeting was adjourned at 7:31PM

Respectfully Submitted

Debora R. Pine, RMC, CMC

Township Clerk

ORDINANCE O - 17 - 2021

AN ORDINANCE TO AMEND THE "CODE OF THE TOWNSHIP OF ELK" CHAPTER 34 FIXING AND ESTABLISHING SALARIES AND COMPENSATIONS OF OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF ELK, IN THE COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

BE IT ORDAINED by the Township Committee of the Township of Elk as follows:

1. The rate of compensation of each of the following officers and employees are hereinafter set forth, upon the noted basis, as follows:

POSITION	SALARY	BASIS
Clerk	not to exceed \$64,000.00 per year	Biweekly
Deputy Clerk	not to exceed \$20.00 per hour	Biweekly
Chief Financial Officer	not to exceed \$50,000.00 per year	Biweekly
Tax Collector	not to exceed \$28,000.00 per year	Biweekly
Asst. Tax Collector	not to exceed \$18.00 per hour	Biweekly
Secretary, Planning Board	not to exceed \$21.00 per hour	Biweekly
Chief of Police	not to exceed \$120,000.00 per year	Biweekly
Lieutenant	not to exceed \$105,000.00 per year	Biweekly
Detective	Base plus amount not to exceed \$1,000.00 per year	Biweekly
Corporal	Base plus amount not to exceed \$1,600.00 per year	Biweekly
Sergeant 10	not to exceed \$95,000.00 per year	Biweekly
Sergeant 5	not to exceed \$93,000.00 per year	Biweekly
Sergeant	not to exceed \$89,000.00 per year	Biweekly
Officer 10	not to exceed \$90,000.00 per year	Biweekly
Officer 1	not to exceed \$88,000.00 per year	Biweekly
Officer 2	not to exceed \$82,000.00 per year	Biweekly
Officer 3	not to exceed \$77,000.00 per year	Biweekly
Officer 4	not to exceed \$74,000.00 per year	Biweekly
Officer 5	not to exceed \$67,000.00 per year	Biweekly
Officer 6	not to exceed \$61,000.00 per year	Biweekly
Officer 7	not to exceed \$55,000.00 per year	Biweekly
Probationary Officer	not to exceed \$44,000.00 per year	Biweekly
Part Time Patrolman	not to exceed \$20.00 per hour	Biweekly
Records Clerk	not to exceed \$27.00 per hour	Biweekly
Municipal Judge	not to exceed \$33,000.00 per year	Monthly
Court Administrator	not to exceed \$52,000.00 per year	Biweekly
Deputy Court Administrator	not to exceed \$42,000.00 per year	Biweekly
Court Assistant	not to exceed \$16.00 per hour	Biweekly
Construction Code Official	not to exceed \$30,000.00 per year	Monthly
Fire Sub-Code Official	not to exceed \$18,000.00 per year	Monthly
Plumbing Sub-Code Official	not to exceed \$18,000.00 per year	Monthly
Electrical Sub-Code Official	not to exceed \$18,000.00 per year	Monthly
Building Sub-Code Official	not to exceed \$18,000.00 per year	Monthly
Construction Control	not to exceed \$21.00 per hour	Biweekly
Mayor/Township Committee	not to exceed \$2,000.00 per year	Quarterly
Township Committee	not to exceed \$1,800.00 per year	Quarterly
Zoning Officer	not to exceed \$25.00 per hour	Biweekly
Temporary Casual Labor	not to exceed \$25.00 per hour	Biweekly
Public Works Laborer Full Time	not to exceed \$55,000.00 per year	Biweekly
Public Works Laborer Part Time	not to exceed \$25.00 per hour	Biweekly
Mechanic	not to exceed \$40.00 per hour	Biweekly
Snow Removal Laborer	not to exceed \$40.00 per hour	Biweekly
Emergency Management Coordin		Quarterly
Deputy Emergency Mgt Coordina	tor not to exceed \$1,000.00 per year	Quarterly

- 2. Longevity payments will no longer be paid by the Township of Elk.
- 3. If an employee is eligible for health insurance from the Township and has alternative health insurance and prescription coverage, the employee has the option to waive the health insurance benefits provided by the Township. If the employee waives health insurance and prescription benefits, the Township will add \$3,500 to the base salary of the employee. The employee must continuously maintain the alternative health insurance and prescription benefits. If an employee loses their alternative health insurance and prescription benefits, they must give notice to the Chief Financial Officer and enroll on the health insurance and prescription benefit plan offered by the Township of Elk, subject to the conditions of the health insurance plan and the laws of the State of NJ. Upon enrollment or re-enrollment in the Township sponsored health plan, the \$3,500 opt out pay increase will be removed from the employee's base pay.
- 4. The said salaries, wages and compensation shall be paid in a manner decided upon by the Township Committee.
- 5. All prior Salary Ordinances are hereby repealed.
- 6. If any part or parts of this ordinance are deemed illegal or unenforceable, those parts shall be considered null and void, but will not affect the validity of any other part or parts of this ordinance.
- 7. This Ordinance shall take effect upon publication and final passage thereof as provided by law.

INTRODUCED and read at a meeting of the Township Committee of the Township of Elk held on November 16h, 2021 and considered for final adoption at a meeting of the Township Committee held on December 2nd, 2021.

TOWNSHIP OF ELK

CARŎLYN KING-SAMMONS - MAYOR

ATTEST:

DEBORA PINE - REGISTERED MUNICIPAL CLERK

FINAL ADOPTION ROLL CALL VOTE							
COMMITTEE MEMBER	Motion to Adopt	Second	AYE	NAY	ABSTAIN	ABSENT	
Hollywood							
Nicholson							
Poisker							
Rambo							
Sammons							

ORDINANCE O - 18 - 2021

AN ORDINANCE OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF ELK, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY AMENDING CHAPTER 64 ENTITLED "FIRE PREVENTION" OF THE CODE OF THE TOWNSHIP OF ELK

WHEREAS, the Mayor and Committee, Township of Elk, have determined that amendments to Chapter 64 entitled "Fire Prevention" are necessary; and

WHEREAS, in all other respects Chapter 64 entitled "Fire Prevention" shall remain in full force and effect.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Committee of the Township of Elk, in the County of Gloucester and State of New Jersey, and it is hereby enacted and ordained by the authority of same as follows:

Section 1.

Chapter 64 entitled "Fire Prevention" shall be amended as follows:

The text of "Article I. Enforcement of Uniform Fire Safety Act" shall be repealed and deleted in its entirety and replaced with the following text:

Article I. Enforcement of Uniform Fire Safety Act

§ 64-1. Adoption of Uniform Fire Code by Reference.

That certain code described and commonly known as the "New Jersey Uniform Fire Code" (N.J.A.C. 5:70-1.1 et seq.) ("Code"), as may be amended subsequent thereto, setting forth minimum requirements and controls to safeguard life, property or public welfare from the hazards of fire and explosion arising from the storage, handling or use of substances, materials or devices and from conditions hazardous to life, property or public welfare in the use or occupancy of buildings, structures, sheds, tents, lots or premises is hereby adopted as the Fire Prevention Code for the Township of Elk.

§ 64-2. Local Enforcement.

Pursuant to Section 11 of the Uniform Fire Safety Act (P.L. 1983 c. 383), the New Jersey Uniform Fire Code (N.J.A.C. 5:70-1 et seq.) shall be locally enforced in the County of Gloucester.

§ 64-3. Agency Designation.

The local enforcing agency shall be the Gloucester County Fire Marshal's Office. The County Fire Marshal's Office shall hereinafter be known as the local enforcing agency.

§ 64-4. Duties.

- (A) The local enforcing agency shall enforce the Uniform Fire Code in all buildings, structures, and premises within the established boundaries of the County of Gloucester other than one and two unit owner-occupied dwellings used exclusively for dwelling purposes and buildings, structures, and premises owned or operated by Federal Government. Interstate Agencies or the State.
- (B) The local enforcing agency shall faithfully comply with all the pertinent requirements of the Uniform Fire Safety Act and the Uniform Fire Code.

§ 64-5. Organization.

- (A) The County Fire Marshal's Office established by Section 3 of this Article shall be under the direct supervision and control of a fire marshal/fire official who shall report to the County Administrator.
- (B) The County Fire Marshal's Office shall have at least one paid inspector.
- § 64-6. Appointments, Qualifications, Terms of Office, Removal.
- (A) Appointment and Qualifications of the Fire Marshal/Fire Official.

The fire marshal/fire official shall be certified by the State and appointed by the governing body of the Gloucester County Board of Commissioners.

(B) Appointment and Qualifications of Inspectors and Other Employees.

Inspectors and other employees of the enforcing agency shall be appointed by the governing body upon recommendation of the fire marshal/fire official. All life hazard use inspectors shall be certified by the State.

(C) Appointment of Legal Counsel.

The governing body shall specifically appoint legal counsel to assist the agency in enforcing the Uniform Fire Code.

(D) Term of Office.

The fire marshal/fire official shall serve for a term of a minimum of one year.

(E) Removal from Office.

The fire marshal/fire official, inspectors and other employees of the agency shall be subject to removal by the governing body for just cause. Before removal from office, all persons shall be afforded an opportunity to be heard by the governing body or a hearing officer designated by the same.

§ 64-7. Life Hazard Uses.

The County Fire Marshal's Office established by Section 3 of this Article shall carry out the periodic inspections of life hazard uses required by the Uniform Fire Code on behalf of the Commissioner of the New Jersey Department of Community Affairs.

§ 64-8. Non-Life Hazard Uses.

(A) In addition to the registrations required by the Uniform Fire Code, the following non-life hazard uses shall register with the County Fire Marshal's Office. These uses shall be inspected once per year and pay an annual fee.

A. Assembly

A-1	Eating establishment under 50 (No alcohol)	\$50.00
A-2	Take-out food service (no seating)	\$25.00
A-3	House of Worship	\$50.00

B. Business/Professional B-1 Professional use 1 & 2 story less than 5,000 sq. ft. per floor \$50.00 B-2 1 & 2 story equal to or more than 5,000 sq. ft. less than 10,000 sq. ft. per floor \$50.00 B-3 1 & 2 story more than 10,000 sq. ft. \$75.00 B-4 3 to 5 story less than 5,000 sq. ft. per floor 100.00 B-5 3 to 5 story equal to or more than 5,000 sq. ft. less than 10,000 sq. ft. per floor \$150.00 B-6 3 to 5 story over 10,000 sq. ft. per floor \$200.00 C. Retail (mercantile) M-1 Retail Business Under 1,000 sq. ft. \$50 M-2 Retail Business Under 5,000 sq. ft. \$100 M-3 Retail Business Over 5,000 sq. ft. \$200 D. Manufacturing (factory) F-1 Moderate Hazard \$200 F-2 Low Hazard \$100 E. Storage S-1 (moderate hazard S-1, low hazard S-2) S-1 Moderate Hazard Under 1,000 sq. ft. \$75 S-1 Moderate Hazard Under 5,000 sq. ft. \$150 S -1 Moderate Hazard Over 5,000 sq. ft. \$250 S-2 Low Hazard Under 1,000 sq. ft. \$50 S -2 Low Hazard Under 5,000 sq. ft. \$75 S -2 Low Hazard Over 5,000 sq. ft. \$150 S exception life hazard uses. F. Residential (LEA listed with multi-family BHI) Fee is for each building 1 to 6 units R-1 \$25.00 R-2 7 to 12 units \$50.00 \$75.00 R-3 13 to 20 units R-4 21 to 50 units \$100.00

\$25.00

R-5

for each additional unit

G. Common areas (each building)

R-1	1 & 2 story less than 5,000 sq. ft. per floor	\$50.00
R-2	1 & 2 story equal to or more than 5,000 sq. ft. less than	
	10,000 sq. ft. per floor	\$75.00
R-3	1 & 2 story more than 10,000 sq. ft.	\$100.00
R-4	3 to 5 story less than 5,000 sq. ft. per floor	\$125.00
R-5	3 to 5 story equal to or more than 5,000 sq. ft. less than	
	10,000 sq. ft.	\$150.00
R-6	3 to 5 story over 10,000 sq. ft.	\$200.00

Common areas (LEA not listed with BHI) (each building)

R-1	1 & 2 story less than 5,000 sq. ft. per floor	\$50.00
R-2	1 & 2 story equal to or more than 5,000 sq. ft. less than	
	10,000 sq. ft. per floor	\$75.00
R-3	1 & 2 story more than 10,000 sq. ft.	\$100.00
R-4	3 to 5 story less than 5,000 sq. ft. per floor	\$125.00
R-5	3 to 5 story equal to or more than 5,000 sq. ft. less than	
	10,000 sq. ft. per floor	\$150.00
R-6	3 to 5 story over 10,000 sq. ft.	\$200.00

Use Group (U) Miscellaneous

U-1 Farms \$50

U-2 Utility & Miscellaneous Uses

\$50

- (B) R-A uses shall be inspected and charged a fee only upon sale or change of tenant.
- (C) Uses not classified above that are subject to the Uniform Fire Code will be classified as business uses.
- (D) Uses required to register with the State as life hazard uses shall not be required to register under this section.
- (E) Unoccupied or vacant buildings will be charged and inspected in accordance with requirements of N.J.A.C. 5:70-2.7 and 5:70-2.9 according to the previous use of the building.
- (F) All residential uses except R-A uses shall be inspected in the common areas only.
- § 64-9. Permits and Certificate of Fire Code Status.
- (A) The application fees for the permits listed in N.J.A.C. 5:70-2.7(b) and 5:70-2.9(c) shall be as provided by State regulation and are currently as follows:

Type 1 \$ 54.00 Type 2 \$214.00 Type 3 \$427.00 Type 4 \$641.00 (B) The cost for the issuance of a Certificate of Fire Code Status shall be \$35.00.

§ 64-10. Fees for Smoke Alarm, Carbon Monoxide Alarm and Portable Fire Extinguisher Compliance.

Fees for Certificate of smoke alarm, carbon monoxide alarm based upon the amount of time remaining before the change of occupant is expected, as follows:

- Requests for CSACMAPFEC received more than 10 business days prior to the change of occupant: \$45.00;
- 2. Requests for a CSACMAPFEC received 4 to 10 business days prior to the change of occupant: \$90.00;
- 3. Requests for a CSACMAPFEC received fewer than 4 business days prior to the change of occupant: \$161.00.

§ 64-11. Revision of Fees.

The fees established by this Ordinance may be periodically adjusted by Resolution or Amending Ordinance to ensure compliance and consistency with N.J.A.C. 5:70-2.7 and 5:70-2.9.

§ 64-12. Technical Amendments.

"Reserved"

§ 64-13. Board of Appeals.

Pursuant to Sections 15 and 17 of the Uniform Fire Safety Act, any person aggrieved by any action of the local enforcing agency shall have the right to appeal to the Gloucester County Construction Board of Appeals.

§ 64-14. Enforcement, Violations, and Penalties.

Enforcement, violations, and penalties shall be managed in conformity with the Uniform Fire Safety Act, the Uniform Fire Code and all other laws of the State of New Jersey.

§ 64-15. Key Boxes.

- (A) The New Jersey Administrative Code, N.J.A.C. 5:70, et seq., requires certain properties to be equipped with automatic alarm systems and/or sprinkler systems.
- (B) All properties within the LEA having an automatic fire alarm system or a fire sprinkler system shall be equipped with a key box. This shall not apply to owner occupied one- and two-family dwellings.
- (C) The key box shall be of a UL type and the rapid entry key box shall be installed in a location approved by the County Fire Marshal.

Section 2.

Severability.

Should any section, clause, sentence, phrase or provision of this Ordinance be declared unconstitutional or invalid by a Court of competent jurisdiction, such decision shall not affect the remaining portions of this Ordinance.

Section 3		2		_	4:	_	_	-
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Repealer.

All prior Ordinances or parts of Ordinances inconsistent with this Ordinance be and the same are hereby repealed to the extent of such inconsistencies.

Section 4.

When effective.

This Ordinance shall take effect immediately upon final passage and publication in accordance with law.

INTRODUCTION ROLL CALL VOTE								
COMMITTEE MEMBER	Motion	Second	AYE	NAY	ABSTAIN	ABSENT		
Hollywood	V		V					
Nicholson		V	V	2				
Poisker			V					
Rambo					·	1/		
Sammons			V					

TOWNSHIP OF ELK

ATTEST:	
	Carolyn D. K. Sammons, Mayor
DEBORA R. PINE, Township Clerk	

FINAL ADOPTION ROLL CALL VOTE							
COMMITTEE MEMBER	Motion to Adopt	Second	AYE	NAY	ABSTAIN	ABSENT	
Hollywood							
Nicholson							
Poisker							
Rambo							
Sammons							

NOTICE

The Ordinance published herein was introduced and passed upon first reading at a meeting of the Mayor and Committee of the Township of Elk, in the County of Gloucester and State of New Jersey, held on December 2, 2021. It will be further considered for final passage, after public hearing hereon, at a meeting of said Mayor and Committee to be held in the Township Municipal Building on December 21, 2021, at 7:00 P.M. During the week prior and up to and including the date of such meeting, copies of said Ordinance will be made available at the Clerk's office at the said Municipal Building, 680 Whig Lane, Monroeville, New Jersey, to the members of the general public who shall request the same.

DEBORA R. PINE, TOWNSHIP CLERK

R-117-2021

RESOLUTION TO REFUND MONEY TO ELRENE DABNEY TOTAL DISABLED VETERAN

WHEREAS, in October 2021, Elrene Dabney, Block 29.08 Lot 2, 517 Empire Way East, was granted total disabled Veteran status per Resolution R-100-2021: and

WHEREAS, the homeowner's mortgage company paid their November tax quarter, in the amount of \$3,431.54; and

WHEREAS the intent of this resolution is to refund \$3,431.54 to Elrene Dabney.

NOW, THEREFORE, BE IT RESOLVED, that the Tax Collector and the CFO refund \$3,431.54 (three thousand, four hundred, thirty-one dollars and fifty-four cents) to Elrene Dabney, 517 Empire Way East, Glassboro, NJ 08028 due to their total disabled Veteran status, no taxes are due.

ADOPTED, at the meeting of the Township Committee for the Township of Elk held on December 2, 2021.

ATTEST:

DEBORA R. PINE, Township Clerk

TOWNSHIP OF ELK

Carolyn D. K, Sammons, Mayor

ROLL CALL VOTE						
COMMITTEE	AYE	NAY	ABSTAIN	ABSENT		
Hollywood	V					
Nicholson	V					
Poisker	V					
Rambo	,			V		
Sammons	V					

RESOLUTION R- 118– 2021 RESOLUTION AUTHORIZING 2021 BUDGET TRANSFERS

WHEREAS, the need exists for certain budget transfers within the appropriations of the Municipal Budget for the year 2021; and

WHEREAS, the CFO has proposed the following budget transfers;

NOW, THEREFORE, BE IT RESOLVED BY THE Township Committee of the Township of Elk that the Chief Financial Officer of the Township of Elk is hereby authorized to transfer the following funds within the 2019 Municipal Budget:

Transfer From:

Recycling Tipping Fees

\$17,500.00

Transfer To:

Engineering OE	\$5,000.00
Snow Removal SW	\$5,000.00
Solid Waste Collection OE	\$5,000.00
UCC SW	\$2,500.00

THIS RESOLUTION IS DULY ADOPTED by the Township Committee of the Township of Elk at its regular meeting held on the 2nd day of December 2021 at the Municipal Building, 680 Whig Lane, Monroeville, NJ 08343.

TOWNSHIP OF ELK

ATTEST:

CAROLYN D. K. SAMMONS, MAYOR

DEBORA R. PINE, TOWNSHIP CLERK

ROLL CALL VOTE						
COMMITTEE	AYE	NAY	ABSTAIN	ABSENT		
Hollywood	V					
Nicholson	V					
Poisker	V			/		
Rambo				V		
Sammons	V					

R-119-2021

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ELK AUTHORIZING THE TOWNSHIP OF ELK TO PARTICIPATE IN THE STATE GRANT PROGRAM FOR BODY WORN CAMERAS THROUGH THE STATE OF NEW JERESY DEPARTMENT OF LAW AND PUBLIC SAFETY

WHEREAS, the Township Committee of the Township of Elk is committed to transparency, technology advancements and safety of their police officers and community members; and

WHEREAS, the use of body-worn cameras is a great tool for law enforcement to help fulfill the needs of the department and the community; and

WHEREAS, the Elk Township Police Department applied for a grant from the New Jersey Department of Law and Public Safety, Office of the Attorney General; and

WHEREAS, the Elk Township Police Department was awarded SFY21 Body-Worn Camera Grant in the amount of \$34,646.00, Award Number 21-BWC-134, for the period of January 1, 2021 through December 31, 2025.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Elk, County of Gloucester, State of New Jersey as follows:

- 1. The Mayor and Township Committee accepts these grant funds on behalf of the Township of Elk to be used for the purchase and implementation of body-worn cameras.
- 2. This resolution shall take effect immediately.

THIS RESOLUTION IS DULY ADOPTED by the Township Committee of the Township of Elk at its Regular Meeting held on the 2nd day of December, 2021 at the Municipal Building, 680 Whig Lane, Monroeville, NJ 08343.

ATTEST

DEBORA R. PINE, TOWNSHIP CLERK

TOWNSHIP OF ELK

Carolyn D. K. Sammons, MAYOR

ROLL/CALL VOTE								
COMMITTEE	AYE	/NAY	ABSTAIN	ABSENT				
Hollywood								
Nicholson	1/							
Poisker	1							
Rambo								
Sammons	V							

CERTIFICATION

I hereby certify that the above resolution is a true copy of a resolution adopted by the Township Committee of the Township of Elk, County of Gloucester, State of New Jersey, at a meeting held by the same on December 2, 2021 in the Elk Township Municipal Building, 680 Whig Lane, Monroeville, New Jersey.

DEBORA R. PINE, Township Clerk

BILL APPROVAL December 2, 2021 Bank Wires, Manual and Interim Checks

GENERAL ACCOUNT:

1) Township of Elk	21001118	\$80,628.25
2) Township of Elk	21001119	\$72.29
JP Monzo Municipal Consulting	21001103	\$50.00
4) State of NJ Pensions & Benefits	21001143	\$31,204.65

ELMER ESCROW:

1) Federici & Akin PA	21001138	\$5,449.00
/		ΨΟ, Ι.Ο.ΟΟ

DOG ACCOUNT:

NJ Department of Health	21001148	\$4.20
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Batch Type: C Batch Date: 12/02/21 Checking Account: CURRENT Batch Id: SC G/L Credit: Budget G/L Credit Generate Direct Deposit: N Check No. Check Date Vendor # Name Street 1 of Address to be printed on Check PO # Enc Date Item Description Payment Amt Charge Account Account Type Status Seg Acct Description 12/02/21 A0137 ALLIED DOCUMENT SOLUTIONS AND SERVICES 21001096 11/15/21 1 TONER-CLERK 1 197.75 1-01- -043-223 Budget 23 Aprv OFFICE SUPPLIES 107.50 1-01- -029-223 21001096 11/15/21 2 TONER-POLICE Budget Aprv 1 OFFICE SUPPLIES 305.25 ATLAS FLASHER SUPPLY CO 12/02/21 A0255 PO BOX 488 21000897 09/25/21 1 ROAD FLOODED SIGNS 636.00 1-01- -035-222 Budget 1 Aprv ROAD SIGNS OPERATING EXPENSE 21001116 11/21/21 1 ROAD FLOODED SIGN RENTAL 21.00 1-01- -034-236 Budget 1 Aprv **EQUIPMENT & SUPPLIES** 657.00 12/02/21 A0260 ATLANTIC CITY ELECTRIC 5 COLLINS DRIVE 21001136 11/27/21 1 MONTHLY ELECTRIC/STREET LIGHTS 114.70 1-01- -037-222 Budget 1 Aprv STREET LIGHTING EXPENSE 21001136 11/27/21 2 MONTHLY ELECTRIC/STREET LIGHTS 19.89 1-01- -037-222 Budget 70 1 Aprv STREET LIGHTING EXPENSE 134.59 12/02/21 A0906 34451 HONEYSPOT ROAD ROCCO ALBANO JR 21000201 02/21/21 4 REIMBURSE MEDICARE PART B 1-01- -026-222 1 867.60 Budaet Aprv GROUP INSURANCE PLAN 867.60 12/02/21 C0054 CATERINA SUPPLY, INC. 1271 GLASSBORO ROAD 21001023 10/30/21 1 IRON PIPE, INLET CURB, ETC 1 3,249.92 1-01- -054-222 Budget Aprv 12 IMPROVEMENTS TO MUNICIPAL ROAD 43.35 1-01- -054-222 25 Aprv 1 IMPROVEMENTS TO MUNICIPAL ROAD 21001112 11/21/21 1 EROISON CONTROL BLANKET, ETC 378.00 1-01- -054-222 Budget Aprv 41 1 IMPROVEMENTS TO MUNICIPAL ROAD 3,671,27 12/02/21 CO149 STEPHEN CONSIDINE 21001113 11/21/21 1 ZOOM COURT REIMBURSE 85.02 1-01- -050-225 Budget 42 1 Aprv MISCELLANEOUS 93.27 1-01- -013-253 21001113 11/21/21 2 TRAVEL Budget 43 1 Aprv MILEAGE & EXPENSES 178.29 12/02/21 C0166 COMCAST ACCT 8499-05-064-0022477 21001127 11/27/21 1 MONTHLY SERVICE 434.56 1-01- -037-224 Budget 1 Aprv TELEPHONE 434.56 12/02/21 D0150 DELSEA REGIONAL HIGH SCHOOL ATTN: BOARD OFFICE 21000586 06/13/21 7 12/09/2021 317,268.00 1-01- -905-002 Budget

Payment Amt	Street 1 of Address to be Charge Account Description			Seq	Acct
317,268.00	REGIONAL SCHOOL TAXES				
TUSTTCE	PO ROY 085				
400.00	1-01029-226	Budget	Aprv	48	1
400.00	EDUCATIONS & COM ENERGES				
	205 MATISSE WAY				
180.00	1-01050-225	Budget	Aprv	21	1
180.00	MISCELLANEOUS				
	QS N MATN STREET				
2,845.50	1-01017-222	Budget	Aprv	80	1
32.22		Rudaet	Anrv	81	1
	LEGAL OPERATING EXPENSES	buugee	7,014	01	_
2,877.72					
200.00	739 BROOKS MILL ROAD				
200.00		Budget	Aprv	32	1
200.00	•				
	307 GREENTREE ROAD				
404.00	1-01019-222		Aprv	71	1
130.00	1-01019-222	Budget	Aprv	72	1
4.762.00		2	Anrv	73	1
	ENGINEERING OPERATING EXPEN	SES			_
980.00			Aprv	/4	1
3,305.00	G-01105-112	Budget	Aprv	75	1
9,581.00	STATE AID-JACOR HARKIS FREE	GHI IMPACI			
	DEPT 77571				
25.03	1-01023-228	Budget	Aprv	79	1
25.03	ADVERTISEMENTS				
	430 EWAN ROAD				
350.00	1-01025-253	Budget	Aprv	67	1
350.00	MILEAGE & EXPENSE				
	2725 BOUTE 42				
738.24	AND THE RESIDENCE OF THE SECOND CONTRACTOR OF	Budget /	\prv	57	1
	IMPROVEMENTS TO MUNICIPAL RO	AD			
THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO I	317,268.00 317,268.00 400.00 400.00 180.00 180.00 2,845.50 32.22 2,877.72 200.00 200.00 404.00 130.00 4,762.00 980.00 3,305.00 9,581.00 25.03 25.03 350.00	Payment Amt Charge Account Description REGIONAL SCHOOL TAXES 317,268.00 PO BOX 085 400.00 1-01029-226 EDUCATIONS & CONFERENCES 400.00 205 MATISSE WAY 180.00 1-01050-225 MISCELLANEOUS 805 N. MAIN STREET 2,845.50 1-01017-222 LEGAL OPERATING EXPENSES 32.22 1-01017-222 LEGAL OPERATING EXPENSES 2,877.72 739 BROOKS MILL ROAD 200.00 1-01029-236 EQUIPMENT & SUPPLIES 307 GREENTREE ROAD 1-01019-222 ENGINEERING OPERATING EXPEN 130.00 1-01019-222 ENGINEERING OPERATING EXPEN 4,762.00 1-01019-222 ENGINEERING OPERATING EXPEN 4,762.00 1-01019-222 ENGINEERING OPERATING EXPEN 3,305.00 1-01019-222 ENGINEERING OPERATING EXPEN 3,305.00 G-01105-112 STATE AID-JACOB HARRIS FREI 9,581.00 DEPT 77571 1-01023-228 ADVERTISEMENTS 25.03 430 EWAN ROAD 1-01025-253 MILEAGE & EXPENSE 350.00 2735 ROUTE 42 738.24 1-01054-222	Payment Amt	Payment Amt	Payment Amt

TOWNSHIP OF ELK Check Payment Batch Verification Listing

12/02/21 H0275 HOME DEPOT 21001131 11/27/21 1 CHRISTMAS LIGHTS	197.88	2735 ROUTE 42				
21001131 11/27/21 1 CHRISTMAS LIGHTS	197.88					
		1-01020-243 REPAIRS & SUPPLIES FOR BLD	Budget	Aprv	63	1
21001131 11/27/21 2 RETURN PALLET FEE	15.00-		Budget	Aprv	64	1
	182.88					
12/02/21 I0600 INTEGRITY INTERPRET	ING LLC	767 ELMHURST PLACE				
21001100 11/16/21 1 10/5 SPANISH	42.60	1-01050-225	Budget	Aprv	29	1
24004400 44 44 44 40 40 40 40 40 40 40 40		MISCELLANEOUS				
21001100 11/16/21 2 10/5 SPANISH	2.84	1-01050-225 MISCELLANEOUS	Budget	Aprv	30	1
21001100 11/16/21 3 10/18 SPANISH	7.10	1-01050-225	Budget	Aprv	31	1
	52.54	MISCELLANEOUS				
12/02/21 L0475 TOWNSHIP OF LOGAN		125 MAIN STREET				
21000426 05/01/21 9 NOVEMBER	22,333.33	1-01038-222 SOLID WASTE CONTRACTUAL	Budget	Aprv	6	1
	22,333.33	SOLID WASTE CONTRACTORE				
12/02/21 M0018 MAJESTIC OIL COMPANY	. INC.	2104 FAIRFAX AVENUE				
21001098 11/16/21 1 11/11 UNLEADED	688.63	1-01037-226	Budget	Aprv	26	1
21001126 11/27/21	700.18	GASOLINE/DIESEL 1-01037-226	Budget	Aprv	55	1
		GASOLINE/DIESEL				
21001140 11/29/21	731.77	1-01037-226 GASOLINE/DIESEL	Budget	Aprv	77	1
	2,120.58	disserincy steems				
12/02/21 M0059 MAX COMMUNICATIONS I	NC	411 NORTH HIGH STREET				
21001099 11/16/21 1 MONTHLY INVOICE	294.10	1-01037-224	Budget	Aprv	27	1
21001099 11/16/21 2 MONTHLY INVOICE-MISSED OCTOBER	100.00	TELEPHONE 1-01037-224	Budget	Aprv	28	1
	394.10	TELEPHONE				
	394.10					
12/02/21 P0276 PERFORMANCE MARKETING		3122 FIRE ROAD				
21001107 11/21/21 1 ANNUAL WEBSITE HOSTING	254.25	1-01011-225 MISCELLANEOUS	Budget	Aprv	37	1
	254.25	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,				
12/02/21 PO410 POWER EQUIPMENT CO		1259 NORTH CHURCH STREET				
21001111 11/21/21 1 REPAIR GENERATOR	994.20	1-01020-243 REPAIRS & SUPPLIES FOR BLDG	Budget	Aprv	40	1
	994.20	WELMING & SOLLETTES LOW BEDG				
12/02/21 P0524 EDWARD POISKER						
1001133 11/27/21 1 IN LIEU OF OFFICE			Budget	Aprv	66	1
	350.00	MILEAGE & EXPENSE				

Check No. Check Date Vendor # Name PO # Enc Date Item Description	Payment Amt	Street 1 of Address to Charge Account Description	be printed on Chec Account Type		Seq	Acct
12/02/21 Q0401 QUILL CORPORATION	10.00	PO BOX 37600		y de la company	12	
21001064 11/06/21	49.83	1-01050-223 OFFICE SUPPLIES	Budget	Aprv	13	1
21001064 11/06/21 2 ACCT 3365032, INV 20486336	7.47		Budget	Aprv	14	1
21001064 11/06/21 3 ACCT 3365032, INV 20486336	123.71		Budget	Aprv	15	1
21001065 11/06/21	69.24	1-01050-223	Budget	Aprv	16	1
21001065 11/06/21 2 ACCT 3365032, INV. 20521718	97.37	OFFICE SUPPLIES 1-01043-223	Budget	Aprv	17	1
21001066 11/06/21	15.98	OFFICE SUPPLIES 1-01043-223	Budget	Aprv	18	1
	13130	OFFICE SUPPLIES	buugee	Apriv	10	_
21001102 11/16/21 1 ACCT 3365032, INV. 20755628	0.00	1-01043-223	Budget	Aprv	33	1
21001102 11/16/21 2 ENVELOPES	34.99	OFFICE SUPPLIES 1-01050-223 OFFICE SUPPLIES	Budget	Aprv	34	1
21001102 11/16/21 3 FOLDERS, POSTITS, PENS, ETC	174.85	1-01029-223	Budget	Aprv	35	1
21001102 11/16/21 4 KLEENEX	17.97	OFFICE SUPPLIES 1-01043-223	Budget	Aprv	36	1
	591.41	OFFICE SUPPLIES				
12/02/21 R0059 JAMES RAMBO						
21001135 11/27/21 1 IN LIEU OF OFFICE	350.00	1-01025-253 MILEAGE & EXPENSE	Budget	Aprv	68	1
	350.00					
12/02/21 R0452 REX J. ROLDAN, ESQ.		900 ROUTE 168				
21000203 02/21/21 4 PUBLIC DEFENDER 2021 4TH QTR	1,593.00	1-01051-221 PUBLIC DEFENDER OE	Budget	Aprv	5	1
	1,593.00					
12/02/21 S0100 MILTON SAHMS		955 AURA ROAD				
21000199 02/21/21 4 REIMBURSE MEDICARE PART B	402.00	1-01026-222 GROUP INSURANCE PLAN	Budget	Aprv	1	1
	402.00					
12/02/21 S0155 CAROLYN KING-SAMMONS						
1001132 11/27/21 1 IN LIEU OF OFFICE	350.00	1-01025-253 MILEAGE & EXPENSE	Budget	Aprv	65	1
	350.00					
12/02/21 S0255 SENTINEL NEWSPAPER						
1001129 11/27/21 1 AD-ORD 16	19.50	1-01043-228 ADVERTISEMENTS	Budget /	Aprv	58	1
1001129 11/27/21 2 AD-ORD 17	21.60	1-01043-228 ADVERTISEMENTS	Budget A	Aprv	59	1
	41.10					
12/02/21 S0455 LUZ S. SMITH		2835 FRIENDSHIP STREET				
THE CONTRACTOR OF THE PROPERTY		mena inggres de propiesa de la Granda de Santa de Santa de La Valla de La Valla de La Valla de La Valla de La V	**** ** ** ** ** ** ** ** ** ** ** ** *			

Check No. PO #		Date Vendor # Name Item Description	Payment Amt	Street 1 of Address to be Charge Account Description	printed on Chec Account Type		Seq	Acct
21001095	11/15/21	1 COURT 11/15	300.00	1-01050-225 MISCELLANEOUS	Budget	Aprv	22	1
			300.00					
21001109	CONTRACTOR OF THE PARTY OF THE	21 SO482 SOUTH JERSEY GAS 1 MONTHLY SERVICE	268.12	23884200000 1-01037-225 PROPANE/NATURAL GAS	Budget	Aprv	38	1
			268.12					
?1001110 :	12/02/2 11/21/21	21 S0483 SOUTH JERSEY GAS 1 MONTHLY SERVICE	80.33	3388420000 1-01037-225	Budget	Aprv	39	1
			80.33	PROPANE/NATURAL GAS				
1001124 1		21 S0504 STEWART BUSINESS SYSTE 1 MONTHLY CONTRACT	EMS 36.00	PO BOX 936763 1-01011-333 GENERAL ADMIN - EQUIP. MAI	Budget	Aprv	49	1
			36.00	GENERAL ADMIN - EQUIP. MAI	NI.			
1001117 1	12/02/2 11/21/21	1 S0600 SOUTHERN PEST CONTROL 1 MONTHLY SERVICE	48.00	PO BOX 95 1-01020-225 MISCELLANEOUS	Budget	Aprv	47	1
			48.00	MISCELLANEOUS				
1001085 1	12/02/2 11/13/21	1 SO671 STARR GENERAL CONTRACT 1 SERVICE OCTOBER	ORS 100.00	3017 DELSEA DRIVE 1-01020-225	Budget	Aprv	20	1
			100.00	MISCELLANEOUS				
	12/02/2	1 S0911 ROBERT SEIBERT		350 POPLAR AVENUE				
1000200 0	2/21/21	4 REIMBURSE MEDICARE PART B	783.00	1-01026-222 GROUP INSURANCE PLAN	Budget	Aprv	2	1
		-	783.00	GROOF INSURANCE FLAN				
	12/02/2	1 SO466 SORBELLO'S LANDSCAPING		283 UNION STREET				
1000987 1	0/23/21	1 BRUSH CLEAN-STILL RUN CULVERT	3,300.00	1-01020-244 UTILITIES	Budget	Aprv	11	1
		-	3,300.00	011111111				
	12/02/23			12 W. HIGH STREET				
.001115 13	1/21/21	1 BATTERY	140.50	1-01061-226 POLICE VEHICLE MINOR REPAIR	Budget	Aprv	44	1
.001115 11	1/21/21	2 DIAMOND GRIP, DOT 3QT, VAPOR	214.05	1-01061-226	Budget	Aprv	45	1
001125 11	1/27/21	1 OIL COOLER HOSE ASSEMBLY	44.37	POLICE VEHICLE MINOR REPAIR 1-01061-226	Budget	Aprv	50	1
001125 11	1/27/21	2 IGNITION COIL, SPARK PLUGS	110.52	POLICE VEHICLE MINOR REPAIR 1-01061-226	Budget	Aprv	51	1
001125 11	1/27/21	3 DIAMOND GRIP	61.29	POLICE VEHICLE MINOR REPAIR 1-01034-236	Budget /	Aprv	52	1
.001125 11	1/27/21	4 COOLING FAN CONTROL	452.80	EQUIPMENT & SUPPLIES 1-01061-226 POLICE VEHICLE MINOR REPAIR	Budget /	Aprv	53	1

	eck Date Vendor Date Item Descri		Payment Amt	Street 1 of Address to be Charge Account Description	printed on Chec Account Type		S Seq	Acct
21001125 11/27	/21 5 BRAKE P	PADS, BRAKE ROTORS	329.85	1-01061-226 POLICE VEHICLE MINOR REPAI	Budget R	Aprv	54	1
	/02/21 T0528 /21 1 5 GOODY	TIRE HUB EAR TIRES	675.10	29778 NETWORK PLACE 1-01061-222 POLICE VEHICLE TIRES	Budget	Aprv	19	1
12 21000587 06/13		TREASURER OF SCHOOL 021	MONEYS 289,508.00 289,508.00	ELK TOWNSHIP BOARD OF ED 1-01905-001 LOCAL SCHOOL TAXES	Budget	Aprv	8	1
many and a second control of the control of a second control of	/02/21 V0260 /21 4 PROSECU	JACQUELINE VIGILANT TOR 2021 – 4TH QTR	E, ESQ 3,900.00 3,900.00	99 NORTH MAIN STREET 1-01018-225 PROSECUTOR OE	Budget	Aprv	4	1
	/02/21 w0080 /21 1 YELLOW S	WARREN'S HARDWARE STRIPING PAINT/BRUSH	8.97	110 BRIDGETON PIKE 1-01054-222 IMPROVEMENTS TO MUNICIPAL I	Budget	Aprv	60	1
21001130 11/27,	21 2 BLACKTOF	PATCH	302.18	1-01054-222 IMPROVEMENTS TO MUNICIPAL (Budget	Aprv	61	1
21001130 11/27/	21 3 LANDSCAF	PE ADHESIVE,PERCUS BIT	331.37	1-01054-222 IMPROVEMENTS TO MUNICIPAL F	Budget	Aprv	62	1
to a real manufactor of the service commendence and	02/21 W0085 21 1 V300 WIF	WATCH GUARD VIDEO I IN CAR RADIO BASES	3,465.00	415 E. EXCHANGE PARKWAY 1-01029-236 EQUIPMENT & SUPPLIES	Budget	Aprv	78	1
12/ 1001139 11/29/	02/21 W0160 21 1 GASOLINE	WEBERS POWER EQUIPME ADDITIVE	9.99 9.99	868 ELK ROAD 1-01034-236 EQUIPMENT & SUPPLIES	Budget	Aprv	76	1
12/ 1000907 09/29/	02/21 W0318 21 1 RADIO PAN	WIRELESS ELECTRONICS RTS	, INC. 418.00 418.00	t/a WIRELESS COMMUNICATIONS 1-01029-239 REPAIRS TO EQUIPMENT	The second secon	Aprv	10	1
Checks:	Count 46	<u>Line Items</u> 81	<u>Amount</u> 672,454.23					